

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOMA LINDA,  
CALIFORNIA, MODIFYING WAGES, HOURS, AND OTHER TERMS AND  
CONDITIONS OF EMPLOYMENT FOR MEMBERS OF THE  
PROFESSIONAL AND ADMINISTRATIVE EMPLOYEES' ASSOCIATION

WHEREAS, the City Council has made a determination to implement certain changes in wages, hours, and conditions of employment for members of the Professional and Administrative Employees' Association;

NOW, THEREFORE, be it resolved by the City Council of the City of Loma Linda that:

I. Term of Memorandum of Understanding

The Memorandum of Understanding for the Professional and Administrative Employees' Association shall be effective for the period beginning July 1, 2004 and ending June 30, 2006.

II. Salaries and Wages

A. Effective with the pay period including July 1, 2004, all employees shall receive a cost of living salary adjustment (COLA) of three (3) percent. (See Attachment A.)

B. Effective with the pay period including July 1, 2005, all employees shall receive a cost of living salary adjustment (COLA) of three (3) percent. (See Attachment B.)

III. Insurance/Deferred Compensation

Effective July 1, 2004, the City's contribution towards the Employee Insurance and Deferred Compensation Program shall be \$675.00 for all full-time employees.

IV. Retiree Medical Contribution

The current \$75 per month contribution to the retiree medical insurance be adjusted as necessary by the statutory minimum as set by CalPERS:

During calendar year 2004, \$32.20;

During calendar year 2007, \$80.80

During calendar year 2005, \$48.40;

During calendar year 2008, \$97.00

During calendar year 2006, \$64.60

Commencing January 1, 2009, the employer's contribution shall be adjusted annually by the board to reflect any change in the medical care component of the Consumer Price Index.

V. Drayson Center Membership

Effective July 1, 2004, the City will pay the annual membership fee for any full-time employee wishing to join the Drayson Center.

VI. Uniform Allowance

Effective July 1, 2004 the uniform allowance for members of the Professional and Administrative Employee Association required to wear uniforms shall be increased to \$400.

IX. Overtime

Mandatory/required training – every attempt shall be made to schedule such training during regular work hours to minimize the payment of overtime. When such arrangements cannot be made, the department head, designee or City Manager shall determine the feasibility of overtime or change the employee's day off to accommodate the training. All changes are restricted to the same workweek in which the training occurs and will be the day before or the day after non-work days. Example: employee is normally off on Friday, Saturday and Sunday. Training falls on Friday, employee is given Monday of the same workweek off in lieu of Friday; any other day off in lieu must be agreed upon by the employee. Employee may discuss any issues not agreed upon between the employee and immediate Supervisor with Department Head.

PASSED, APPROVED AND ADOPTED this 22<sup>nd</sup> day of June 2004 by the following vote:

Ayes:  
Noes:  
Abstain:  
Absent:

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Karen Gaio Hansberger, Mayor

ATTEST:

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Pamela Byrnes-O'Camb, City Clerk

CITY OF LOMA LINDA  
 POSITION CLASSIFICATION AND COMPENSATION PLAN  
 TABLE OF POSITIONS CLASSIFICATIONS AND SALARY RANGES  
 PROFESSIONAL AND ADMINISTRATIVE EMPLOYEES ASSOCIATION  
 AS OF JULY 1, 2004

CLASS	RANGE	MONTHLY SALARY	F STEP
Receptionist	2	1,865 - 2,267	2,324
Office Assistant	11	1,951 - 2,372	2,431
Office Specialist	31	2,156 - 2,620	2,686
Account Clerk	36	2,210 - 2,686	2,754
Engineering Aide	41	2,266 - 2,754	2,823
Parking Control Officer	46	2,323 - 2,824	2,894
Intermediate Account Clerk	51	2,382 - 2,895	2,967
Animal Control Officer	66	2,567 - 3,120	3,198
Senior Account Clerk	66	2,567 - 3,120	3,198
Permit Officer	71	2,632 - 3,199	3,279
Supervising Account Clerk	101	3,056 - 3,715	3,808
Engineering Tech	102	3,072 - 3,734	3,827
Code Enforcement Officer	106	3,134 - 3,809	3,904
Public Safety Inspector	116	3,294 - 4,004	4,104
Assistant Planner	127	3,480 - 4,230	4,335
Fire Prevention Inspector	135	3,621 - 4,402	4,512

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 AS OF JULY 1, 2005

CLASS	RANGE	MONTHLY SALARY	F STEP
Receptionist	2	1,921 - 2,335	2,394
Office Assistant	11	2,009 - 2,443	2,504
Office Specialist	31	2,220 - 2,699	2,766
Account Clerk	36	2,276 - 2,767	2,836
Engineering Aide	41	2,334 - 2,837	2,908
Parking Control Officer	46	2,393 - 2,909	2,981
Intermediate Account Clerk	51	2,453 - 2,982	3,057
Animal Control Officer	66	2,644 - 3,214	3,294
Senior Account Clerk	66	2,646 - 3,214	3,294
Permit Officer	71	2,711 - 3,295	3,377
Supervising Account Clerk	101	3,148 - 3,827	3,922
Engineering Tech	102	3,164 - 3,846	3,942
Code Enforcement Officer	106	3,228 - 3,923	4,021
Public Safety Inspector	116	3,393 - 4,124	4,227
Assistant Planner	127	3,584 - 4,357	4,466
Fire Prevention Inspector	135	3,730 - 4,534	4,647